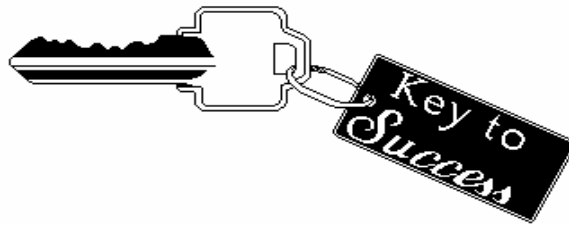


Training is one..



Field Training Officer Program

Wayne Ternes

Does your agency experience excessive staff turnover, inconsistent performance, excessive employee discipline and discharge, continuous retraining, inadequate documentation for training new employees? Is your agency's FTO/OJT program too informal? If you answered yes to any of these questions, then this training will address issues concerning the development of a formal new employee OJT (on-the-job) training program that builds post-specific skills based on a corrections-specific FTO model. The training will include information on how to assess your current FTO program and several demonstrations of the teaching process. By the end of this training, participants will be able to:

- Understand the applications of FTO principles and practice.
- Determine how the FTO model meets your agency's training needs.
- Develop an action plan to enhance your agency's current FTO program.

Who should attend: CEOs of institutions, wardens, superintendents, jail administrators, sheriffs, policymakers, training managers, juvenile superintendents, juvenile training managers, juvenile practitioners, risk management, first line supervisors, central office support, union representatives, executive directors of State Sheriff's Association, members of correctional organizations.

Training date: December 5 – 7, 2006
Tuesday – Thursday

To register, contact:
Geri Mason
406-846-1320 ext 2307
gmason@mt.gov

Time: 8:00 am – 5:00 pm
Location: DOC Training Center
442 Golf Course Rd
Deer Lodge, MT

This class is POST Certified

Fee: \$20.00 payable to: **DOC Training**

DOC Staff are required to get approval from supervisor(s) & complete a training request form

For additional training opportunities, you may go to the DOC **Internet** web @ <http://www.cor.state.mt.us/Resources/Training.asp>; or the DOC **Intranet** web @ http://mycor.cor.mt.gov/Human_Resources/Training/SchAnnForms.asp

The DOC Training Unit makes reasonable accommodations for any known disability that may interfere with a person's ability to participate in training. Persons needing an accommodation must notify the Training Unit no later than 2 weeks before the date of training to allow adequate time to make needed arrangements. To make your request known, you can call 406-846-1320 ext. 2307 or gmason@mt.gov.